



Tender Notice for Recruitment of Foreign Worker Services

Closing date for receipt of tender: **14th September 2024**

Summary

In line with our commitment towards ethical recruitment, Top Glove is pleased to invite tender submissions from interested recruitment agencies to provide recruitment services.

As transparency has always been the cornerstone of our business ethics, Top Glove commits to an open source tender to ensure full transparency at all stages in the contract.

Top Glove is seeking to engage recruitment services specifically for foreign workers. This service will include advertising the job vacancies, shortlisting candidates, interview sessions and assisting all necessary application processes.

Top Glove ensures selected agencies receive fair lead times and payment terms based on mutual agreements. Agencies must provide grievance mechanisms for candidates to report any recruitment fee requests and related costs at any stage of recruitment.

Top Glove requires recruitment agencies to disclose licensed sub-agents and ensure candidates are recruited directly by their staff, not unlicensed intermediaries. Candidates should report any fee requests by such parties, and Top Glove will investigate and take corrective action as needed.

Interested recruitment agencies may submit their tender proposals via email at tender.recruitment@topglove.com.my.